



Human Resources

DATE POSTED: November 30, 2007

REQ. # 07-142

**NOTICE OF JOB OPENING
ST. LUCIE COUNTY BOARD OF COUNTY COMMISSIONERS
EQUAL OPPORTUNITY EMPLOYER**

2300 Virginia Avenue Fort Pierce, FL 34982 – 5652

Telephone (772) 462-1546 Jobline (772) 462-1967

<http://co.st-lucie.fl.us>

This position must be posted for at least five (5) working days from **11-30-2007** TO **12-7-2007**, but will remain open until filled.

DEPARTMENT/DIVISION
ENVIRONMENTAL RESOURCES
POSITION AVAILABLE
DIRECTOR
OF OPENINGS
1
STARTING SALARY
NEGOTIABLE
COMMENTS
VETERANS PREFERENCE
It is the policy of St. Lucie County to give preference to eligible veterans and spouses of veterans in appointment and retention in county employment positions in accordance with Chapter 295, Florida Statutes, and Chapter 22VP-1, Florida Administrative Code. Copies of Chapter 295 and Chapter 22VP-1 are available for review in the Human Resources Department.

JOB CODE: 541
PAY GRADE: EX1
SALARY: NEGOTIABLE
ENVIRONMENTAL RESOURCES DIRECTOR

MAJOR FUNCTION: Advanced professional and administrative work overseeing a department responsible for environmental development reviews, permits, programs and projects. Work involves providing recommendations to the County Administrator or designee on programs and policies related to environmental regulations and permitting, educational programs, land acquisition and management and other services. Top management position responsible for the oversight of personnel and budgets and planning and implementation of environmental reviews, regulations, land management and educational programs, projects and studies.

KNOWLEDGE, ABILITIES AND SKILLS NEEDED TO PERFORM THE ESSENTIAL JOB FUNCTIONS OF THE POSITION: **Knowledge:** Thorough knowledge of state, federal and local environmental and conservation regulations, principles and objectives. Knowledge of applicable state and local land use regulations and planning techniques. Thorough knowledge of Florida ecosystems.

Abilities: Ability to manage the planning and operation of a department, to include oversight of budget, staff and policies, procedures and regulations. Ability to establish and maintain effective working relationships with supervisors, County officials, employees, and general public. Ability to exercise sound judgment in decision making. Ability to communicate effectively, both orally and in writing. Knowledge of computer programs utilized in the performance of job related tasks. Ability to take initiative, work independently and advance multiple projects simultaneously.

Essential Job Function: Work is performed with considerable independence and initiative under the direction of the County Administrator or his designee. Work is reviewed through conferences, reports and program achievements. Serves as the County's principle professional for policies and programs involving environmental development reviews, regulations, environmental lands, and education. Ensures staff provide clear and accurate environmental reports, reviews and information to County departments, staff and elected officials, state and county agencies, interest groups, developers and general public. Consults, coordinates and makes presentations at public meetings. Manages and supervises the department in a manner conducive to full performance and high morale. Ensures compliance with grant requirements and state and federal regulations related to environmentally sensitive lands. Prepares and monitors department budget. Performs related work as required.

ESSENTIAL PHYSICAL SKILLS: Use of both hands and fingers with dexterity. Good vision and hearing with or without correction. Frequent walking, standing. Frequent outdoor programming. Ability to lift 30 lbs. Ability to drive a passenger motor vehicle. Occasional site visits in variety of conditions.

ENVIRONMENTAL CONDITION REQUIREMENTS: Indoor and outdoor working conditions. Frequent work inside office in a sedentary posture. Frequent public contact both in and outside of office.

WORK HAZARDS: Possible contraction of communicable diseases (cold, flu, etc.) due to heavy public contact. Possible injury due to auto travel.

SAFETY EQUIPMENT USED OR NEEDED: Automobile safety belt

EDUCATION: Graduation from an accredited four (4) year college or university with a B.S. degree in Natural Science, Environmental Science, Planning, Biology/Botany, Forestry or closely related field.

EXPERIENCE: A minimum of three (3) years upper-level management experience overseeing an environmental department, agency or program which included responsibility for development review, permitting or other regulatory functions. A comparable amount of training or experience may be substituted for the minimum qualifications.

LICENSE, CERTIFICATION OR REGISTRATION: Valid Florida driver's license required and a good driving record. Certification as Ecologist, Professional Wetland Specialist or Environmental Professional recommended.

Union	Non-Union ✓	Exempt ✓	Non-Exempt
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Revised 1/2008